

Department of Administration

West Virginia Prosecuting Attorneys Institute

Mission

The mission of the West Virginia Prosecuting Attorneys Institute is to professionalize prosecution and the quality of the criminal justice system in the State of West Virginia.

Operations

Appalachia High Intensity Drug Trafficking Area (HIDTA)

- Provide assistance to the 11 designated West Virginia counties in criminal matters involving marijuana trafficking and cultivation and drug-related violent crime.
- Assistance with prosecution.
- Training and assistance to law enforcement.

Forensic Medical Examination

- Provide payment to medical facilities for forensic medical examinations for victims of alleged sexual assault.
- Administer all aspects of the Forensic Medical Examination Fund.
- Develop and maintain a database for use by law enforcement, prosecutors, and others.

Institute

- Provide training for prosecutors.
- Prepare manuals for use by prosecutors.
- Provide training for other law enforcement entities.
- Provide for special prosecuting attorneys to pursue criminal matters.
- Provide legal research, technical assistance, and technical and professional publications to prosecutors.
- Establish and implement uniform reporting procedures for prosecutors.
- Identify experts and other resources for prosecutors.
- Make recommendations to the Legislature in regard to uniform processing of juvenile cases.
- Provide all other information requested and directed by the executive council.

Expenditures

	TOTAL FTE POSITIONS 11/30/2004	ACTUALS FY 2004	BUDGETED FY 2005	REQUESTED FY 2006	GOVERNOR'S RECOMMENDATION
EXPENDITURE BY PROGRAM					
Appalachia HIDTA	2.25	\$203,235	\$319,901	\$282,628	
Forensic Medical Examination Fund	1.09	196,015	153,075	94,500	
Institute	5.09	496,140	652,086	574,113	
Less: Reappropriated		(125,732)	(163,481)	0	
TOTAL BY PROGRAM	8.43	769,658	961,581	951,241	920,889
EXPENDITURE BY FUND					
General Fund					
FTE Positions		2.09	2.09	2.09	2.09
Total Personal Services		78,536	92,500	92,600	92,600
Employee Benefits		22,522	30,749	30,273	31,497
Other Expenses		213,869	150,259	54,787	54,787
Less: Reappropriated		(125,732)	(85,508)	0	0
Subtotal: General Fund		189,195	188,000	177,660	178,884
Federal Fund					
FTE Positions		1.25	1.25	1.25	1.25
Total Personal Services		51,270	77,013	77,016	77,016
Employee Benefits		12,028	23,690	23,037	23,037
Other Expenses		21,025	98,765	99,415	99,415
Subtotal: Federal Fund		84,323	199,468	199,468	199,468
Appropriated Special Fund					
FTE Positions		4.09	5.09	5.09	5.09
Total Personal Services		169,262	270,314	270,361	270,361
Employee Benefits		51,413	86,061	85,039	85,039
Other Expenses		275,465	295,711	218,713	187,137
Less: Reappropriated		0	(77,973)	0	0
Subtotal: Appropriated Special Fund		496,140	574,113	574,113	542,537
Nonappropriated Special Fund					
FTE Positions		0.00	0.00	0.00	0.00
Total Personal Services		0	0	0	0
Employee Benefits		0	0	0	0
Other Expenses		0	0	0	0
Subtotal: Nonappropriated Special Fund		0	0	0	0
TOTAL FTE POSITIONS BY FUND		7.43	8.43	8.43	8.43
TOTAL EXPENDITURES BY FUND		\$769,658	\$961,581	\$951,241	\$920,889

West Virginia Prosecuting Attorneys Institute
Programs

Appalachia HIDTA

Mission

The mission of this component of the Appalachia High Intensity Drug Trafficking Area program is for an assistant prosecutor to complement marijuana-related investigations by working with the HIDTA to prosecute marijuana traffickers and cultivators and drug-related violent offenders.

Goals/Objectives

- Effective and efficient prosecution of marijuana offenses in the designated counties—Boone, Braxton, Cabell, Gilmer, Lewis, Lincoln, Logan, Mason, McDowell, Mingo, and Wayne.
- Seizure and forfeiture of equipment, property, and currency assets from marijuana-related offenders.

Performance Measures

<u>Fiscal Year</u>	<u>Actual</u> <u>2002</u>	<u>Actual</u> <u>2003</u>	<u>Estimated</u> <u>2004</u>	<u>Actual</u> <u>2004</u>	<u>Estimated</u> <u>2005</u>	<u>Estimated</u> <u>2006</u>
Assistance to designated counties (in hours)	846	976	1,050	960	1,000	1,000

Forensic Medical Examination Fund

Mission

The mission of the Forensic Medical Examination Fund is to provide an appropriate mechanism for the payment of forensic medical examinations conducted in conjunction with a law enforcement investigation of cases involving alleged sexual assault.

Goals/Objectives

- Ensure that the victims of alleged sexual assaults are treated appropriately.
- Ensure that medical facilities are paid for conducting forensic medical examinations.
- Provide important evidence to law enforcement personnel in the investigation of sexual assault cases.
- Provide adequate and appropriate evidence to prosecutors in order to effectively prosecute individuals alleged to have committed sexual assault.
- Improve the overall investigation and prosecution of sexual assault cases.

Performance Measures

<u>Fiscal Year</u>	<u>Actual</u> <u>2002</u>	<u>Actual</u> <u>2003</u>	<u>Estimated</u> <u>2004</u>	<u>Actual</u> <u>2004</u>	<u>Estimated</u> <u>2005</u>	<u>Estimated</u> <u>2006</u>
Number of forensic exams paid to hospitals	159	107	240	224	250	250

Institute

Mission

The Institute is to provide the only central repository for the various 55 prosecutor offices and to provide training, manuals, and other services to prosecutors, their assistants, and staff across the state.

West Virginia Prosecuting Attorneys Institute Programs

Goals/Objectives

- Improve the training programs for prosecutors.
- Increase the amount of training available for prosecutors.
- Provide additional manuals and handbooks for use by prosecutors in the performance of their duties.
- Provide a database docket control system for use by prosecutors on a statewide basis.
- Provide for special prosecuting attorneys in criminal matters upon disqualification of the prosecutor.
- Provide training to law enforcement agencies and others in the criminal justice system.

Performance Measures

<u>Fiscal Year</u>	<u>Actual</u> <u>2002</u>	<u>Actual</u> <u>2003</u>	<u>Estimated</u> <u>2004</u>	<u>Actual</u> <u>2004</u>	<u>Estimated</u> <u>2005</u>	<u>Estimated</u> <u>2006</u>
Prosecutors and assistants attending trainings	230	340	250	340	250	300
Percent rating trainings as beneficial to work	97%	97%	97%	97%	97%	97%
Law enforcement officers attending trainings	750	820	900	820	800	800
Percent rating trainings as beneficial to work	96%	95%	97%	95%	96%	97%
Money saved by county commissions utilizing Institute resources	\$641,000	\$676,600	\$750,000	\$676,600	\$700,000	\$725,000